

Lumberyard Associate Job

Who we are -

Allen Building Centre is a division of Adams Building Supply, a successful, progressive and growing multi-store enterprise specializing in providing outstanding customer service and value to our stable of long standing professional customers throughout Southern Ontario.

About you -

You possess enthusiasm, as well as a positive attitude and are willing to go the extra mile to ensure our customers receive the outstanding service experience they deserve. You are reliable, willing to work hard, and adapt quickly to changing priorities in a fast paced environment.

The job -

The Lumberyard Associate is responsible for general duties in the yard including loading and unloading of company delivery vehicles, customer vehicles as well as maintaining the inventory in the yard. You are expected to be punctual and reliable, as well as professional in appearance and courteous to all customers, suppliers and other staff. Assets for this job include experience with shop equipment and power tools, forklift experience, and DZ license. While these skills are not required, preference may be given to a candidate possessing them, however strong willingness to train for new skills is a positive as well. You must be able to lift up to 80lbs.

Duties (Not limited to but include):

- Looking after contractor and other customers find product, load/unload vehicles.
- Put away product in a neat and timely manner.
- Assemble orders and build loads for delivery accurately and precisely.
- Operate forklifts and other equipment in a safe and conscientious manner.
- Operate the saws and equipment in our shop safely and with care.
- Keep the yard, cut shop, special order bins and area in a clean and presentable appearance.
- Ensure all products leaving the yard have been invoiced.
- Attend Health and Safety meetings and training if requested.
- Be knowledgeable about all products stored in the yard.

- Use proper material handling techniques to ensure minimal damage to yard inventory.
- Be familiar with the grades, dimensions and species of lumber stocked in the yard.
- Manufacture pallets to customer specifications.
- Ensure customers receive the proper product that is on their invoice.
- Be able to work in the yard during adverse weather conditions.
- Assume other duties as assigned by the Yard Foreman or Store Manager.

The pay -

Allen Building Centre offers a competitive compensation package including a full health benefits program.

Why Allen Building Centre?

We're family oriented, and strive to be an enjoyable place to work. We take our jobs seriously but not ourselves. Due to our continued growth, the opportunities for advancement will exist within our stores.

Job Type: Full-time